

MEMORANDUM OF UNDERSTANDING

Linn-Benton Community College Surgical Technology Program

This Memorandum of Understanding outlines the commitment of Linn-Benton Community College and Central Oregon Community College for the implementation of the Linn-Benton Community College Surgical Technology Program. Both colleges agree this program will allow students to study and train in their "home" communities, encouraging graduates to remain and work in these communities to help meet occupational demand. In support of our joint vision, Linn-Benton Community College (LBCC) and Central Oregon Community College (COCC) agree to the following roles and responsibilities regarding the Surgical Technology program:

LBCC will:

- Maintain program accreditation through the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting.
- Develop the Surgical Technology program, including its curriculum and clinical education sites.
- Deliver the Surgical Technology program, including didactic, laboratory, and clinical components.
- Evaluate the Surgical Technology program per LBCC and ARC/STSA requirements.
- Provide the partner community college with student bulletins, course sequence, course co-requisites, and coaching to assist with recruiting and advising prospective students.
- Provide local adjunct faculty to teach the laboratory component of the program as needed.
- Provide local adjunct faculty to facilitate clinical meetings/check-ins for students as needed.
- Advise students who inquire about the Surgical Technology program and who reside in the region serviced by the partner community college that the above college is a partner in our program.
- Communicate and collaborate with the partner community college on a regular basis and as needed; this includes the timely request for scheduling classroom/laboratory space.
- Assist students with the application process as needed.
- Select students for the Surgical Technology program.
- Notify the partner community college of the ACCEPTED and ALTERNATE students from their service area.

COCC will:

- Recruit students for the Surgical Technology program.
- Promote the Surgical Technology Program on the partner community college's website and brochures.
- Advise students regarding general education, prerequisite, and corequisite courses.
- Refer students to LBCC's Academic Planning Assistant for assistance with the application process as needed.
- Provide student support services when appropriate, including counseling, library/learning center, exam proctoring, and computing/technology services.
- Provide adequate space with computer availability and internet access for laboratory instructors and distance education students to hold laboratory sessions as needed.
- Communicate and collaborate with the Surgical Technology program on a regular basis and as needed; this includes the timely response to requests for scheduling classroom/laboratory space.

Parties agree that the term of this MOU shall commence upon July 1, 2019 and shall continue for a period of three years, unless earlier terminated or later extended as provided herein. This MOU may be terminated by mutual consent of both parties at any time or by either party upon 180 days' notice prior to June 30, in writing, and delivered by mail, email, or in person. Any such termination of this MOU shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

Each party shall insure, or self-insure, and be independently responsible for the risk of its own liabilities for claims.

The terms of this MOU shall not be waived, changed or supplemented except by written amendment signed by the parties to this MOU.

Signatures

This MOU and any changes, alterations or amendments will be effective when approved in writing by the authorized representative of the parties hereto as of the effective date set forth herein.

In witness whereof, the parties hereto have caused this Contract to be executed on the date set forth below.

Linda M. Carroll
(Signature)

5/30/19
(Date)

Betsy Julian
(Signature)

5/28/19
(Date)

Linda Carroll, Dean of Healthcare
Linn-Benton Community College

Betsy Julian, Vice President for Instruction
Central Oregon Community College